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UNITED STATES DEPARTMENT OF ACRICUSTURE

GRADUATE SCHOOL

Washington

U.S. BEMANTINENT OF ASKIN TUR

A NEWS SHEET to be issued occasionally for the information of staff, faculty, general administration board, and departmental committees of the Graduate School.

December 17, 1943

No. 2

GRADUATE SCHOOL CHRISTMAS HOLIDAYS

TO BE OBSERVED Dec. 24-Jan.3

As indicated in the GS Calendar for 1943-1944, the Christmas Holidays begin December 24, Friday, and end on January 43, Monday.

Classes will not be required to meet during this week. However, the buildings will be open, and if the instructor and class wish to make up lost time, or for other reasons wish to meet that week, they may do so upon prior arrangement with the GS office. The GS office needs to know that they may answer inquiries. If arrangements are made to hold classes, all class members should be informed.

Unless the GS office is informed by the instructor that the class is to meet, it will be understood the class will be resumed after the holidays.

MERRY CHRISTIAS TO ALL - AND A

NEW YEAR WITH BRIGHT PROSPECTS FOR

PEACE AGAIN IN EARTH

A FOLDER LISTING THE COURSES TO BE GIVEN the Spring Semester, will be available for distribution by December 23 in the GS office. The revised ANNOUNCHIANT, containing detailed information on courses for the Spring Semester will be ready immediately after the Christmas Holidays. Please come in for these, or write. Do not telephone requests for copies.

MOVIES FOR GS, DEPARTMENT MEMBERS AND FRIENDS - WEDNESDAY, Dec. 22

An all-color program will be shown, including two Disney shorts and a travelogue about our neighbors to the South on the Inter-American Highway.

5:45 P.M., Auditorium South Agr. Bldg. No tickets - no admission charge.

- 5:45 The Grain That Built the Hemisphere. Disney animated film. The great historic story of corn. (10 minutes)
- 5:55 Our Neighbors Down the Road.

 Inter-American Highway. Kodachrome color travelogue, highlighting much of what the postwar traveler will see.
 (40 minutes)
- 6:35 Winged Scourge. Disney's Seven
 Dwarfs (including Dopey) show
 us how to avoid malaria. An
 exciting example of treating a
 serious subject with Disney's
 gay humor and artistry.
 (10 minutes)

/// REMINDER /// -- All lists of books to be put on reserve in the GS collection in the USDA Library are now due for Spring Semester courses. When these are prepared in advance, the GS and Library can better serve both instructors and students. Send your list to the GS office, Room 1031 So.Agr.Bldg.



"WAR CONTRACTS" TIMELY NEW COURSE

Current Congressional and other discussions of renegotiation and termination of war contracts highlight the timeliness of the course to be taught in the spring semester by Charles B. Nutting, USDA associate solicitor. Featured in the course will be lectures by experts from War, Navy, Treasury, etc. Final plans for the series were laid at a dinner meeting held at the Metropolitan Club on December 14, at the call of Thomas O'Gorman FitzGibbon, Headquarters Division, Var Department.

USDA PERSONNEL OFFICERS' COMFERENCE

The recent St. Louis conference of USDA administrators and personnel officers give the GS director and assistant director an excellent opportunity to discuss first hand with field men many requests made with reference to the program of correspondence study for USDA personnel. Now under consideration are requests for a branch CS in Chicago, an interstate correspondence "conference" and clinic for top management in one agency, a local seminar in the Pacific North est, and other interesting proposals.

CONDENSED COURST FOR USDA INVESTIG TORS

The GS is cooperating with the Division of Investigations, Office of Personnel, in giving its resident course in "Legal Aspects of Criminal Investigations—— Criminal Evidence and Procedure" in concentrated form during the period January 10-21, 1944, to 18 of the investigators of the Division of Investigation, meeting in Tashington to take this course.

The regular instructor, Ralph Koebel, Chief, Research and General Legal Services, Office of the Solicitor, will conduct the course. Investigators in other Bureaus may participate upon registration in Room 1031, South Agriculture Building.

DR. W. W. STOCKBERGER TO RETIRE

The GS extends to Dr. W. W. Stockberger, Special Adviser to the Secretary and GS AdministrationBoard member, wishes for a speedy recovery from a recent operation and "flu" attack. Released from the hospital but confined to his home, Dr. Stockberger's recovery is slow.

On January 1 Dr. Stockberger will retire after more than 40 years service in USDA, first as a plant scientist, then as pioneer and leader in public and personnel administration. At the request of the Secretary of Agriculture, he will continue as a collaborator in the Department and as a GS Adm. Board member, so that his wisdom and experience may be available in the emergency. When his health again permits, he will spend Fridays in the Department, in Room 4622 South.

NEW CORRESPONDENCE COURSES

Federal Government Accounting (Messrs. Quigley and Lason)

Federal Auditing Procedure (Mrs. Marks)

Vocabulary Building (Mrs. Pease)

Legal Aspects of Investigation— Criminal Evidence and Procedure (Mr. Koebel)

Details on these courses and others now given are contained in the Correspondence Course leaflet (mimeographed) issued December 1, copies of which are available on request to the GS office.

///FOR THE SPANISH CLASSES! PROCEED planned for January, a folder is now ir preparation of words to Spanish songs, to be ready for distribution Dec. 22, so the students may practice for the Song Fest.

NEWCOMERS TO THE GRADUATE SCHOOL FACULTY

Mr. M. DeRosa, senior monitor, Foreign Broadcast Intelligence Service, Federal Communications Commission. (Italian and Spanish)

Dr. Margaret Jarman Hagood, senior social scientist, BAE. (Correlation Analysis)

Dr. Max Lederer, staff member, Legislative Reference Service, Library of Congress. (German)

Mrs. Florence P. Marks, administrative analyst, Social Security Board. (Correspondence course in Federal Auditing Procedure) She also assisted in writing the course materials.

Dr. Manuel deJ. Sainz, dean, Latin American Institute, translator, Coordinator of Inter-American Affairs. (Spanish) Dr. Sainz has recently been honorably discharged from the U.S.Army, and returns to the GS a veteran.

Dr. Karl R. Samras, assistant broadcast analyst and translator, Federal Communications Commission. (Hindustani)

Mr. John F. Timmons, agricultural economist, Division of Land Economics, BAE, instructor with V. T. Johnson. (Current Land Policies)

<u>B*L*A*C*K*B*O</u>*A*R*D*S

Instructors have called attention to the fact that blackboards have been removed from rooms in which their classes meet, and are not available for use in their classes. This situation is unfortunate, but one which the GS cannot correct immediately. Officials and employees of the USDA occupying the building during the day frequently find need to use blackboards, fail to return them. The GS tries to get in touch with all officials concerned to correct the situation, If your blackboard is missing, however, call GS office before 6:20 PM, Agr. Ext. 5943, to have it replaced.

DEPARTMENTAL NOTES

At the November 18 meeting the Departmental Committee on Engineering and Mechanical Arts reviewed fall registration, analyzed plans for the spring semester and made tentative arrangements for another luncheon meeting in the spring. Considerable thought was given to needs of the field service and the possibility of meeting them through correspondence study. Committee members planned to visit each class informally before the Christmas holidays, again in the second semester.

USDA, Department of Agriculture house organ, in the December 11 issue devoted two-thirds of a column to the talk on "Emotional Security" by Dr. Rensis Likert, head of BAE Division of Program Surveys, at the GS Department of Public Administration luncheon held Nov. 22. At the luncheon John Thurston reported plans of a sub-committee for a series of lectures on administrative management.

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The November 26 meeting for members of the Departmental Committee on Languages and Literature was presided over by Chairman H. B. Humphrey. A luncheon meeting for committee members and faculty was planned for the near future. Analysis of the fall program indicated a high enrollment in the department. The proposed spring semester program was approved. Provisions for offering first half of elementary courses in several foreign languages which have been offered only in the fall semester in past years, were made. The committee feels the GS can in this way best serve its present and potential student body during the war period.

At a Dec. 13 luncheon of the USDA Conference on Organization and Hanagement, Ralph Shaw (OTMO), USDA Librarian, described and analyzed the reorganization of the Library.

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PEOPLE" IN THE SCHOOL

W. E. Deming (Math. & Stat. Chmn.), mathematical adviser, Bureau of Census and Bureau of the Budget, will speak at V.P.I. on January 18. He has lectured on quality control by statistical methods before the schools of public administration and business at Minnesota, Ames, Carnegie Tech, Chicago, and lichigan U. . in the last two months.

James L. Buckley (Pub. Adm.), USDA assistant director of personnel, is a sub-committee Literature, developed at the re-uest of one for the Committee on Classification and Salary Administration, Council of Personnel Administration, engaged in preparing proposed long-range changes in the Classification Act.

R. R. Hutcheson (Lang & Lit), director of the Speech Clinic at U. of Ild., conducted a demonstration speech clinic on Dec. 12 · at American U. He also spoke on sports as an emotional outlet before the Touchdown Club's luncheon last week.

Scheduled on the program of the recent Society for the Advancement of Management national meeting in Her York City was James Grady (OT&O Chmn.), War Shipping Adm., who is a national director of SAM and past president of the D.C. Chapter.

W. R. VanDersal (OTLO), chief of SCS's personnel management division, has authored an Oxford Press-published book The American Land: Its History and Its Uses, reviews of which have been most favorable.

W. R. Quigley (Pub. Adm.) chief of the B&F Division of Accounting, spoke for the oper- request. There is no charge for them. ating agencies at a conference on federal accounting sponsored by the American Institute of Accountants which met in New York December 3. Representatives of Treasury and G.A.O. were also present.

Mrs. Helen Williams (OT&O), has been promoted to editor of the USDA Library, is responsible for the Bibliography of Agriculture.

TVENTY-BIGHT people braved transportation difficulties to register for the course in "Introduction to Experimental Design" at Beltsville, under Dr. O. A. Pope. Dr. Pope also teaches the correspondence course, with Dr. Wadley, "Statistical Methods in Biology and Agriculture."

A course in ELEGIPTARY HINDUSTANI for those interested in the languages of India is one of the latest offerings of the GS Department of Languages and of State Dept. employees. Beginning Feb. 4, the class will meet from 6 to 9 p.m., on Fridays, and vill be taught by Dr. R. K. Samras.

The POLISH CLASS on Monday, Dec. 6, was visited by two military attaches from the Polish Embassy, who greeted the class in the name of the Ambassador. The visit was arranged through Hr. Madyslaw M. Besterman, Press Attacht of the Imbassy.

Mr. Barle Pendell, shorthand reporter for committees of Congress who has written 285 words a minute in many speed contests, was a guest of Frs. Louise C. Barry's Pitman class on Mov. 19. Mrs. Barry has published in mi leograph form a textbook on Pitman Shorthand, embracing the most modern methods of approach to the Pitmanic System and the progressive developments as recommended by the Standardization Committee of the Mational Shorthand Reporters Association. Copies may be obtained from Irs. Barry on

The Graduate School expresses its deepest sympathy to the family of Mancy Jane Ferrell, formerly of Freeport, Ohio, who was killed in a traffic accident recently on her way home after class in Practical Inglish Usage, which irs. Helen Filliams instructs.